



THE TEXAS TECH UNIVERSITY HONORS COLLEGE
STUDENT HANDBOOK

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HANDBOOK UPDATED FALL 2022

WELCOME

The Honors College experience provides students with a unique and challenging set of opportunities, both in and out of the classroom. This handbook is designed to answer basic questions about Honors student responsibilities and privileges.

This handbook is reviewed every two years. Students are governed by the rules in effect in the year in which they entered the College. The College reserves the right to modify or edit information contained in this handbook at any time during the academic year in response to unanticipated contingencies. All College students will be notified via TTU e-mail of any changes in handbook content during the academic year. Students should refer to this handbook each semester before advising to ensure they are aware of their responsibilities.

The Mission of the Texas Tech University Honors College

The Texas Tech University Honors College is dedicated to providing an enriched educational experience for highly motivated, intellectually capable, and curious students. This mission is accomplished through courses and activities designed to promote **critical thinking, creativity, scholarly investigation and research, willingness to consider different perspectives, civic engagement, global awareness, effective communication skills, leadership, and integrity.**

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OUR VISION

The Honors College at Texas Tech University is the focal point for delivery of a liberal arts curriculum and provides key elements of a small-college experience for students who also have access to the benefits of attending a large, research-intensive university.

Coincident with this Vision, the College subscribes to these values:

Knowledge: Honors College students acquire a broad-based, liberal arts, and global education to prepare themselves to take advantage of opportunities that exist beyond the university.

Service: Honors College students strive to be partners in community, regional, national, and global conversations. Through study abroad programs and involvement in community-building activities, our students find their place, prepared to make notable contributions to human welfare.

Integrity: Honors College students mature in an ethical environment where their positive actions serve as examples to others and as a call to action to adhere to noble principles.

Courage: Honors College students will develop the fortitude to take action in difficult conversations and situations even when they are in the minority or challenging accepted dogma.

The College expects that students will embrace the opportunity to explore the world in which they live, challenge themselves to develop their critical thinking skills, and go beyond the acquisition of vocational skills to foster a true educational experience containing breadth as well as depth. In this spirit, we seek to form with each of our students a partnership in which College faculty and staff members provide entry to a world of opportunity. Honors students reciprocate by exploring, defining, and pursuing opportunity in a way that will maximize their academic and personal growth.

GRADUATION WITH HONORS DESIGNATIONS

Honors College students may earn one of two designations upon graduation from Texas Tech University: “with Honors from the Honors College” and, for those students successfully completing an Honors thesis, “with Highest Honors from the Honors College.”

Students must be in good standing with the College to graduate with either designation. Upon graduation from Texas Tech University, students who successfully complete all College requirements will receive the appropriate designation on the commencement program and transcript, and the notation “with Honors from the Honors College” or “with Highest Honors from the Honors College” on their baccalaureate diploma.

Upon graduation from Texas Tech University Health Sciences Center, students earning a baccalaureate degree who successfully complete all Honors College requirements will receive the appropriate designation on their Texas Tech University Health Sciences Center diploma and transcript. Students earning an entry-level Master’s degree who successfully complete all Honors College requirements will receive the designation on their transcript. The diplomas and transcripts of students earning other Texas Tech University Health Sciences Center graduate or professional degrees who successfully complete all Honors College requirements will not bear an Honors designation, but upon request they will be provided with a letter on College letterhead indicating the student completed the Honors College curriculum.

With Honors from the Honors College

To graduate with the designation “with Honors from the Honors College,” students must satisfy the following expectations:

- Earn 24+ hours of Honors credit, including required coursework related to the FYE + LCG* (4 hours), the Honors Seminar (3 hours), and the Honors Summit (3 hours)
- Have a cumulative GPA of 3.50 or higher at the time of graduation
- Be in good standing with the College in the semester of graduation

**Transfer students and current students admitted to the Honors College may opt to complete a First-Year Experience course in their first semester, or they may take any other approved Honors course.*

With Highest Honors from the Honors College

To graduate with the designation “with Highest Honors from the Honors College,” students must complete all standard Honors graduation requirements (see above) as well as these additional requirements:

- 6 hours of Honors research coursework (HONS 3300 and HONS 4300), typically undertaken in the student’s final year
- Successful completion of an Honors Thesis, approved by a faculty advisor and the dean of the College

All Honors Sciences & the Humanities (HSH) majors are required to complete an undergraduate thesis as part of the degree plan.

Honors Sciences & the Humanities (HSH) Major

The Bachelor of Arts (BA) and the Bachelor of Science (BS) degrees in Honors Sciences & the Humanities (HSH) are designed for capable, curious students who are pursuing a broad and challenging course of study that will prepare them for a variety of careers and a lifetime of active citizenship. The HSH major provides knowledge and skills that qualify students for admission to graduate and professional programs such as law and medicine. Students who intend to apply to professional health programs can complete their prerequisite coursework while pursuing the HSH degree. The HSH degree also emphasizes portable skills, such as critical thinking, writing, and problem solving, that ready students for a broad range of career options.

HSH majors choose one of the following five concentrations:

- BA with a concentration in Environmental Science & the Humanities
- BA with a concentration in Politics, Philosophy, Economics, & Law
- BS with a concentration in Environmental Science & the Humanities
- BS with a concentration in Humanities Driven STEM
- BS with a concentration in Medicine, Global Health, & the Humanities

Depending on the chosen concentration, the HSH degree emphasizes a scientific or humanistic approach to understanding our world.

Students pursuing the HSH degree must be admitted to the Honors College and remain in good standing. HSH majors who are suspended from the Honors College are no longer eligible to pursue or graduate with the HSH degree. In addition, HSH majors are required to write an Honors Thesis, placing them on a journey toward graduation "with Highest Honors."

EXPECTATIONS OF HONORS STUDENTS

Our expectations of Honors College students stem from our pillars:

KNOWLEDGE

INTEGRITY

SERVICE

COURAGE

If a student's actions 1) negatively impact or have the reasonable potential to negatively impact the College or its members, or 2) constitute a violation of the law or University policy in a way that relates to a right or privilege associated with enrollment in the College, the student may be subject to loss or restriction of Honors rights and privileges or be removed from the College. A student will have the opportunity to meet with an Honors advisor, with the possibility of appeal to the associate dean or dean before any action is taken.

HONORS ADVISING

All incoming Honors students—first-year, transfer, and current-student admits—are required to meet with an Honors advisor in their first semester. All other Honors students are invited to make follow-up connections with Honors advisors in any subsequent semester(s). Honors advising complements the advising received from the department of the student's major. Honors advising helps to ensure that students are making progress toward completion of their Honors requirements, as well as confirming that they have access to the latest information about available Honors courses and opportunities.

HONORS PROBATION AND SUSPENSION

Students whose adjusted cumulative GPA falls below a 3.50 will be placed on Honors probation.

- Students on probation retain many of the rights and privileges associated with membership in the College, although they are not eligible to participate in programs or activities requiring them to be in good standing with the College.
- Students on probation are not eligible for student leadership positions in the College or for College research fellowships and Honors-awarded scholarships.
- Students on probation can remain on probation if their single-term GPA is above 3.250, even if their adjusted cumulative GPA is still below 3.50. However, if their single-term GPA falls below 3.250 in any semester after being placed on Honors probation, they will be suspended from the College.

Any student whose grades fall below a 2.75 cumulative pure GPA will be suspended from the College immediately, without a probationary period.

- A student suspended from the College for a GPA below the minimum for good standing in Honors may petition the associate dean to remain in the College. The associate dean will decide if circumstances warrant the student's continuation in the College and may impose specific conditions for the student's continuation. Students who fail to adhere to the conditions set by the associate dean will be suspended from the College.

RECOMMENDATIONS AND REQUIREMENTS FOR SATISFACTORY PROGRESS IN HONORS COURSEWORK

Students entering the Honors College must meet the following requirements:

- Complete the Honors College First-Year Experience (FYE) Program during their first fall semester, which includes a specially designed, lower-level 3- or 4- credit hour Honors course and its corresponding 1 credit hour Learning Community Group (LCG) – **INCOMING FIRST-YEAR STUDENTS**
- Complete either the Honors College First-Year Experience (FYE) Program or complete any other approved Honors course – **TRANSFER STUDENTS or CURRENT-STUDENT ADMITS**

- Continue to make steady progress toward the 24-credit requirement for graduation with an Honors College designation

Any student failing to make steady progress toward Honors graduation requirements must meet with an Honors advisor to discuss future progress and create a tentative plan for Honors completion. Such students will also be required to enroll in an Honors course or Honors contract for the upcoming semester.

Any student who completes two consecutive semesters (exclusive of summer sessions) without taking an Honors course may be removed from the College pursuant to situational review by an Honors advisor in consultation with the associate dean.

Students are strongly encouraged to actively engage with the Honors College through coursework, activities, organizations, etc. in order to be competitive for Honors College scholarships.

Requests for exceptions should be discussed with an Honors advisor.

Transfer students or current Texas Tech students entering the College after their first semester at TTU should discuss their requirements carefully with an Honors advisor.

Award of Honors Credits

Honors credit is only awarded for Honors coursework when a student earns a B- or better in an Honors-designated class. Students who do not receive Honors coursework credit for Honors classes in which they receive a grade of C or D may still be awarded general TTU credit as specified in the Undergraduate Catalog.

Pass-Fail Credits

Students who participate in special sections of Law School courses offered under HONS 5300 or 5400 may earn Honors credit on a pass/fail basis. If the law professor submits a "pass" to the Registrar on the final course roll, students will receive Honors credit.

Transfer Credit

Evidence of Honors credit at another post-secondary accredited institution as shown on an official transcript will be considered for Honors credit in this College subject to approval by a College faculty committee. Transfer students may receive up to 6 hours of lower-level Honors College credit. As with TTU Honors classes, a grade of B- or better must be achieved to be eligible for credit. All proposed transfer credits must be reviewed by the curriculum committee on a case-by-case basis.

HONORS FIRST-YEAR EXPERIENCE (FYE) COURSE REQUIREMENT

All incoming first-year students are required to participate in and complete the College First-Year Experience (FYE) Program. Students must successfully complete all requirements of both the FYE lecture class and the LCG section (HONS 1101) to remain in good standing in the College. Any student who withdraws from the FYE Program or fails either course component of the FYE lecture class or LCG section will be subject to a situational review and may be removed from the Honors College.

Transfer students and current students admitted to the Honors College may opt to complete a First-Year Experience course in their first semester, or they may take any other approved Honors course.

HONORS SEMINAR COURSE REQUIREMENT

Honors graduates should be able to articulate their thoughts in discussion with others as well as in writing; read complex texts closely for meaning; and appreciate and respond appropriately to the interrelatedness of disciplines and the complexity of problems. Toward these ends, all Honors students are required to take one upper- division Honors Seminar, which provides the opportunity for students to develop and enhance the skills that are essential to a well-rounded education.

The characteristics of an Honors Seminar are as follows:

- Seminar courses encourage active engagement in class discussion, thereby developing the ability to articulate ideas in a group setting. Some

lecture may be necessary, but in general, Seminars encourage interaction between students and interaction between students and faculty. Typically, 20-45% of the course grade is based on regular and ongoing quality participation in in-class discussion;

- Seminar courses include a challenging reading expectation. Seminars are not textbook driven, but rather rely on a variety of source material, emphasizing primary source material when possible;
- Seminar courses encourage students to develop an expertise in the Seminar's topic (or, more commonly, one aspect of the topic) and to share that expertise in the Seminar. To this end, Seminar instructors engage students in original research or creative work and interact closely in the process and completion of such projects;
- Seminar courses encourage the practice of reading and interpreting complex texts and making critical arguments and inquiries about these texts in writing. Seminars include instruction and practice in the writing process: pre-writing, writing, critical feedback, and revision;
- Seminar courses emphasize interdisciplinary approaches, reinforcing connections among disciplines;
- Seminar courses emphasize conceptual frameworks over factual information;
- For each one hour in class, students spend about two hours outside of class reading, writing, and engaging in creative activity.

Honors students are required to take at least 3 hours of upper-level Honors Seminars. These Seminars are offered exclusively through the College. Honors Seminar credit can only be awarded through Honors College Seminar courses and is not awarded for study abroad or other course waivers, internships, or other special opportunities or experiences, whether Honors or non-Honors. The single exception to this policy is College summer international study, in which Honors professors teach Honors Seminar courses abroad for Seminar credit.

HONORS SUMMIT EXPERIENCE COURSE REQUIREMENT

After completing 12 Honors credit hours, Honors students are eligible to register for the required Honors Summit Experience (HONS 4302). The College recommends that the Summit Experience course be taken in the final year prior to graduation, and priority enrollment will be given to graduating seniors.

Honors graduates are able to articulate their thoughts in discussion with others as well as in writing; read texts critically for meaning; appreciate and respond appropriately to the interrelatedness of disciplines and the complexity of problems; and practice these skills in the classroom and in their everyday lives. The Honors Summit Experience is normally taken in the senior year, a time when undergraduate-level mastery and expertise in a chosen discipline is at its zenith. The contributions of students from various disciplines complement and augment each other, resulting in a rich and vibrant collective experience. Toward these ends, all Honors students are required to take one Summit Experience course, which provides the opportunity for development and enhancement of the skills that are essential to a well-rounded education.

The characteristics of an Honors Summit Experience include, but are not limited to, the following:

- The Summit Experience may be centered on experiential learning, thereby encouraging the development and mastery of skills useful in the workplace and in everyday life. Instructors facilitate and participate in guided hands-on experiences, consisting of either one or several short experiences in or out of the classroom, and/or one longer experience in or out of the classroom. In some cases, the entire course may be taught out of the classroom.
- The Summit Experience encourages active engagement in class discussion, thereby developing the ability to articulate ideas in a group setting. Some lecture may be necessary, but in general, the Summit Experience encourages interaction between students and between students and faculty;
- The Summit Experience includes reading but is not necessarily text driven. It relies on primary source material when possible. Readings serve as background and as a research resource toward better understanding of the hands-on experience;
- The Summit Experience encourages students to develop an expertise in the course topic (or one aspect of the topic) and to share that expertise in

the course. To this end, Summit Experience instructors engage students in original research or creative work and interact closely in the process and completion of such projects;

- The Summit Experience encourages the practice of reading and interpreting texts and making critical arguments and inquiries about these texts in writing. Summit Experiences often, but not always, include instruction and practice in the writing process: pre-writing, writing, critical feedback, and revision;
- The Summit Experience emphasizes interdisciplinary approaches and encourages connections between disciplines;
- The Summit Experience emphasizes conceptual frameworks and factual information toward a more complete hands-on experience;
- The Summit Experience helps prepare students for success through effective communication in a diverse and rapidly changing global society.

HONORS COLLEGE CREDIT SUBSTITUTIONS

Students are permitted to substitute up to 6 credit hours of Honors coursework, excluding the Honors Seminar and Summit Experience courses. Five methods are available to students for obtaining these credits, as listed below. Students interested in Honors course substitution should consult with an Honors advisor.

Honors Credit for Undergraduate Research Scholars

Students participating in the Honors College Undergraduate Research Scholars program can elect to earn 3 hours of Honors College credit rather than receive financial compensation for their work by meeting the following requirements:

- Hold membership in the Undergraduate Research Scholars Program
- Have previously completed one semester of research and plan to continue with the same project and/or research trajectory with the same laboratory, faculty member, instructor, etc.

Students may receive a maximum of 3 hours of Honors College credit for Undergraduate Research Scholars during their career.

Contracting

Honors Contracting allows Honors students to receive Honors credit for a non-Honors course by completing work above and beyond what is required of non-Honors students in the course. Only 3000- and 4000-level courses that meet face-to-face are eligible to be contracted. No independent study or research hours may be contracted. To receive Honors credit for a contracted course, students must earn a grade of B- or better and satisfactorily complete work in addition to what is already required in the course. There are three essential components of this additional work:

- A 12- to 15-page research paper that enhances course material but does not duplicate an assignment from the syllabus
- A 15- to 20-minute presentation in which the student shares the knowledge/skills/experiences gained through the completion of the assignment with an audience, such as the contracting class, student organization, faculty member, etc.
- Regular contact with the faculty member outside of class (minimum of three meetings) to discuss the student's progress and answer questions regarding the paper/project

In order to petition to contract a course, students must make arrangements with the Honors Contracting Coordinator during the semester PRECEDING the contracting semester. Please contact an Honors advisor for more details.

Graduate Courses

As per university rules, undergraduate students who have completed a minimum of 90 credit hours and who have a 3.00 GPA or better in their major may seek permission from their academic dean and the Graduate School to enroll in graduate courses in their major. In some cases, students may be invited by faculty members to participate in graduate classes before they have met the university's 90-hour requirement. These students should speak with an Honors advisor, who can make arrangements for them to take advantage of this special opportunity. Students who enroll or participate in graduate courses and earn a B- or better in these courses will be able to receive Honors credit. Please see an Honors advisor for more information.

Cross-listed Courses

In courses that enroll a mix of undergraduate and graduate students, enrolled Honors students wishing to receive Honors credit should see an Honors advisor for specific details.

Study Abroad Waiver

A waiver is available for up to 3 hours of Honors general credit for students who study abroad with a non-Honors-related program, such as the following:

- TTU faculty-led programs
- Programs through the TTU Center in Sevilla, Spain
- Affiliate programs approved through the TTU Study Abroad Office

Students who wish to receive Honors credit for a study abroad experience must speak with the Study Abroad Waiver Coordinator and Faculty Coordinator at the beginning of the semester prior to departure in order to review waiver requirements. To receive Honors credit for a non-Honors study abroad experience, students must complete a written essay based on their overseas experience. This essay must be completed and submitted to the Faculty Coordinator (for editing, revision, and resubmission) during the first long semester following study abroad. This policy applies to study abroad classes taken during a summer session, or a single fall or spring semester.

Honors Study Abroad Waivers cannot be used to fulfill Seminar or Summit requirements. Students who study abroad in the semester of their graduation are ineligible for the Study Abroad Waiver.

Study Away Waiver

A waiver is available for up to 3 hours of Honors general credit for students who participate in an internship program outside of the Lubbock area. Waivers must be approved by the Study Away Waiver Coordinator or by the associate dean.

Students who wish to receive Honors credit for a study away experience must speak with the Study Away Waiver Coordinator at the beginning of the semester prior to departure in order to review waiver requirements. Following their return, students must speak with the Faculty Coordinator before they can begin work on the remaining requirements. To receive Honors credit for a study away experience, students must complete a written essay based on their experience. This essay must be completed and submitted to the Faculty Coordinator (for editing, revision, and resubmission) during the first long semester following study away. This policy applies to study away internships completed during a summer session, or a single fall or spring semester.

Honors Study Away Waivers cannot be used to fulfill Seminar or Summit requirements. Students who study away in the semester of their graduation are ineligible for the Study Away Waiver.

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